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L A W S

OF THE

LONDON INFIRMARY.



1743

L O N D O N :

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M DCC XLIII

GENERAL LAWS.

I.



HAT the Society, for the better Management of the Infirmary, do consist of a President, Vice-president, Treasurer, and all the Governors of the said Infirmary, together with such Officers and Servants as from Time to Time may be thought necessary.

II.

That all Persons, who shall subscribe the Sum of Five Guineas yearly, shall be Governors so long as they continue such Subscription; and all who give a Benefaction of thirty Guineas, or upwards, at one Time, shall be Governors or Trustees of this Charity for Life, with such others as shall be elected from Time to Time at a General Court of Governors.

III.

That a General Court of Governors be held four Times in the Year, namely, every second *Wednesday* in *March, June, September, and December*, or within Ten Days before or after, at Ten of the Clock in the Morning, to take the Reports of the Committees, inspect Accompts, and transact such other Business as may then be laid before them; and that no General Court be held unless Fifteen Governors be present.

IV.

That the President, or Vice-President, and in their Absence, the Treasurer, have Power to call a General Court at any other Time, by Writing under their Hands, giving at least one Week's Notice, by Letter to each Governor, and by an Advertisement in some of the Daily Papers. And in case the Quarterly Committee, or Twenty-one Governors, by Writing under their Hands, shall desire a General Court, the President, or Vice-president, and in their Absence, the Treasurer shall call the same, in the Manner before prescribed.

V.

That the particular Business, for which any *extraordinary* Court shall be called, be expressed in the Summons, and shall be first entered upon and determined, before any Thing else be proposed.

VI.

VI.

That a Committee be appointed at every General Quarterly Court, consisting of Thirteen Governors, who shall have Power to receive and dismiss all Patients; to order and inspect the Diet and Provisions, and all Goods sent in by the several Tradesmen for the Use of the Infirmary, and see that they be cheap and good of the Kind; shall order any Conveniencies that may from Time to Time be wanting; shall examine into the Conduct of all the Servants and Patients in the House, and may make such By-laws or Rules as regard the Meeting or Conduct of the said Committee, provided they be no way contradictory to any General Rule or Order. That the said Committee do meet the first *Tuesday* after their Appointment, when they shall proceed to the Choice of a Chairman, who shall preside for the whole Quarter; and shall appoint four of the said Committee to attend every *Tuesday* for the First Month, four for the Second, and four for the Third Month, having a Regard to the Conveniency of the Gentlemen in such Appointment. That every other Governor who shall attend, shall have a Vote, and in case of an equality of Voices, the Chairman, *pro tempore*, shall have a Second or Casting Vote. That every Member of the Committee shall be summon'd to the last Meeting in the Quarter when they shall consider of proper Persons to succeed them as a Committee for the next Quarter, and prepare the Business to be laid before the General Quarterly Court, which, with such other Matters as have been transacted during that Quarter, the Chairman of the Committee shall report in Writing to the General Quarterly Court.

VII.

That a Committee of Accompts consisting of Twelve Governors be appointed at the Quarterly Court in the Month of *June*, who shall examine all Bills and Audit them for Payment once a Quarter or oftener, as they shall agree, when if any Difficulty shall arise in the passing of any Accompt it shall be referr'd to the Quarterly Committee, and finally determined the next Committee Day, or as soon after as possible.

VIII.

That in case of a Vacancy in either of these Committees, the same shall be filled up at their next Meeting.

IX.

That at all Meetings, either in a General Court or Committee, every Person speaking shall address himself to the

Chair, and no Person shall be allowed to speak more than Twice on any one Subject or Debate, without Leave; and if two Persons offer to speak at the same Time, the Chairman shall direct which of them shall proceed; and if a Dispute or Difference arise upon any Question, such Question shall be fairly stated by the Chairman, and shall be determined by holding up of Hands, dividing, or by Ballot, as the Chairman shall direct. But all Elections, either in a General Court or Committee, shall be determined by Ballot, if demanded by three Members present, and where there are only two Candidates, which ever of the two shall appear to have the Majority of Votes, shall be deemed duly elected, and upon an Equality, the Chairman for the Time being, shall have a second or casting Vote; but in case of many Candidates, they shall be gradually reduced.

X.

That at the Quarterly Court to be held on every second *Wednesday* in *March*, or within ten Days before or after, the President of this Infirmary, shall be chosen by and out of the Governors, and two Persons shall be chosen, the one Vice-president, and the other Treasurer, out of such Governors as live in or near the City of *London*, who shall enter upon their respective Offices for the space of one Year, from the 25th Day of the same *March*; and no Person shall be chosen Vice-president or Treasurer, who shall not have been a Governor one whole Year before such Election.

XI.

That if at any Time, the President, or Vice-president, shall be absent, the Treasurer shall take the Chair; and in case of his Absence, the Chairman of the Quarterly Committee; but if he be absent, some other Person shall be appointed Chairman by the Governors then present, and that the Chairman shall not refuse to propose any Question, or have Power to adjourn or dissolve the Court, without the Consent of a Majority of the Governors then present, until the Business be wholly finished; and in case of Refusal to propose the Question, or attempt to adjourn, or dissolve the Court, the Majority of Governors present, may appoint some other Governor to act as Chairman, in the same manner as if such Chairman was absent.

XII.

That no Physician, or Surgeon, be added to the present Physician or Surgeon in Ordinary, unless at their Request,

until the Number of In-patients shall exceed Fifty at one Time ; and that in case of a Vacancy by Death, Resignation, or the Dismission of the present, or any future Physician or Surgeon, such Vacancy shall be filled up by a General Court of Governors, to be summon'd for that Purpose. And in case of the Resignation of the present, or future Physician or Surgeon, he or they shall give One Month's Notice thereof to the Quarterly Committee.

XIII.

That the Minutes of the Proceedings of every General Court and Committee, shall be read as soon as the Business is finished, and shall be signed by the Chairman and some other Governor, and shall be read at the next Meeting, and then (if approved of) confirmed before any other Business shall be entered upon.

XIV.

That there shall be an Annual Meeting of the Governors and Subscribers between the Twenty-fifth of *March* and last Day of *April*, on a Day to be appointed by the President for an Anniversary Feast, when a Report of the State of the Infirmary, and of the Number of Patients received and discharged in the preceding Year, and of the Proceedings of the Governors, and an Abstract of the Accounts of the Infirmary to the said Twenty-fifth of *March*, shall be laid before them, at which Time no other Business shall be transacted.

XV.

That all Peers of *Great-Britain* and *Ireland*, and all Ladies, who shall be Governors of this Infirmary, may be at Liberty to send their Proxy to any Governor to vote and act for them, at every Quarterly or General Court.

XVI.

That all annual Subscriptions to this Infirmary, which shall be made in the middle of the Quarter, the Year shall be reckoned from the ensuing Quarter Day.

XVII.

That proper Tables of the Rules and Orders which relate to the Conduct of the Officers, Patients, and Servants, be hung up in the Wards, or such other Parts of the House, as the Committee from Time to Time shall think proper.

*Particular LAWS or RULES relating to the
HOUSE, and the Conduct of it.*

I.

THAT the Tradesmen's Bills shall be brought in once every Quarter, and examined by the Committee of Accompts, and discharged within one Month following.

II.

That no Person belonging to the Infirmary do at any Time, on pain of Expulsion take of any Tradesman, Patient, Servant, Stranger, or others, any Fee, Reward, or Gratification of any Kind, directly or indirectly, for any Service done, or to be done, on Account of the Infirmary.

III.

That one Key of the Poor's Box be lodged with the Treasurer, and another with the Chairman of the Committee, and that the Money be taken out on the last *Tuesday* in every Quarter.

IV.

That no Drugs or Medicines be bought for the Use of the Infirmary, but by the Direction of the Committee appointed for inspecting the same, and that an Account of what shall be so bought, be laid before the Quarterly Committee the last *Tuesday* in every Month.

V.

That no Person, except Governors, or one employed in the Business of the House, be allowed to go into the Wards before Eleven of the Clock in the Morning, nor at any other Time without the Matron's Leave, and that they do not then stay above Half an Hour without special Leave from the Matron.

The HOUSE-VISITORS.

I.

THAT two or more Governors be appointed at every Weekly Board or Meeting of the Quarterly Committee to visit the House together twice a Week, or oftener.

II.

That the Visitors make the following Enquiries.

1. Whether any In or Out-patients, or Servants, have been guilty of Cursing, Swearing, Drinking, Abusive Language, or any other Disorder.
2. Whether the Patients have been duly attended by the Physician and Surgeon, as well as by the Apothecary, Matron, Nurses, Watches, and Servants.
3. Whether the Provisions have been duly distributed according to the Rules of the House.
4. Whether any other Offence has been committed against the Rules of the House.
5. That they make their Report to the Committee accordingly, and may suspend any Nurse, Watch, or Servants for Misbehaviour, till the next Weekly Board.

The ADMISSION of PATIENTS.

I.

THAT no Person apprehended to be in a dying Condition, or Children under Seven Years old, be admitted into the Infirmary as In-patients.

II. |

That no Person suspected to have the Small-pox, Itch, Scald-head, or Leprosy, shall be taken under the Care of this Infirmary.

III.

That all Governors of this Charity be at Liberty to recommend In-patients, and not to have more in the House than one at a Time; but that they and all other Subscribers be at Liberty to recommend Out-patients, and as many as they please, and that the Form of the Recommendation be in the Manner or to the Effect following.

To the PHYSICIAN and SURGEON of the LONDON INFIRMARY, in Prescot-street Goodman's Fields.

GENTLEMEN,

PLEASE to examine the Bearer and
 if you think a proper Object for the Charity, re-
 ceive under your Care as an Patient.

Your humble Servant

IV.

That in case any Person, recommended for an In-patient, shall by the Physician, Surgeon, or Weekly Board, be thought improper to be received as such, then a Letter to the following Effect, shall be sent to the Governor recommending, viz.

LONDON INFIRMARY,
Goodman's Fields.

ACCORDING to the Rules and Orders of the House I beg Leave to acquaint you, that *recom-*
mended by you for an In-patient, appears improper to be ad-
mitted as such

Your humble Servant in the Chair

III.

That in case the House shall be full at the Time of such Recommendation, then the following Letter shall be sent to the Governor recommending, viz.

LONDON INFIRMARY,
Goodman's Fields.

ACCORDING to the Rules and Orders of the House, I beg Leave to acquaint you, that *recom-*
mended by you for an In-patient, could not be received in the
House this Day for want of room, but is now made an Out-pa-
tient; and, attending again the next Tuesday, will be ad-
mitted into the House then, or as soon as there is a Vacancy.

Your humble Servant in the Chair,

IV.

That no one shall be assisted either with Advice or Medicines, who asks Alms in the Streets, except in extraordinary Cases.

V.

That when the Patients are cured, they shall return Thanks at the next Weekly Board, and be enjoined by the Chair-

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man to return Thanks in their respective Places of Publick Worship, and to the Governor or Subscriber who recommended them.

VI.

That no Patient be kept in the House longer than Two Months, and shall then be discharged, unless continued by Order of the Weekly Board.

The PHYSICIAN.

I.

THAT the Physician attend daily from Eleven o'Clock till One, to prescribe to, receive and examine the Patients, who present Petitions, or are recommended by Subscribers.

II.

That he present a List to the Weekly Board of such Patients, as are cured, or fit to be discharged.

III.

That he open all the recommendatory Letters, when the Board is not sitting, and act according to the Rules and Circumstances of this Infirmary, in regard to the receiving, or refusing of them.

The SURGEON.

I.

THAT he attend daily from Eleven o'Clock till One, to dress the Patients, and at the examining and admitting of new ones.

II.

That he present to the Weekly Board a List of such Patients, as are cured, or fit to be discharged.

III.

That he open all recommendatory Letters, when the Board is not sitting, and act according to the Rules and Circumstances of this Infirmary, in regard to the receiving, or refusing of them.

The HOUSE APOTHECARY.

I.

THAT the Apothecary shall fix a Ticket on every Patient's Bed, specifying the Names and Times of the Admission of the Patients, the Diet directed for them, and their Disorder.

II.

That he keep a Diet Book of the Number of Patients on each Diet, and give the Matron every Day an Account thereof.

III.

That he make a Report to the Weekly Board of the Patients received into the House in the preceding Week.

IV.

That he do not Practice as an Apothecary out of the House, or attend any other Business than that of the Infirmary.

V.

That he take Care of the Utensils, and Medicines of the Dispensary, and see that none of them be wasted, spoiled, or embezled; and make up, and deliver out the Medicines according to the Directions of the Physician and Surgeon.

VI.

That he lay upon the Table of the Committee Room every *Tuesday*, a List of such Patients as have been in the House Two Months, that the Circumstances of their Cases may be further inquired into.

VII.

That the Apothecary and Matron be not out at the same Time.

VIII.

That he never be absent from the House, on any Account, without acquainting the Matron, where he is to be found, and be within Call, That he be always at the House, at the Time when the Physician, or Surgeon attend there, and that he be at Home at Eleven o'Clock at farthest in the Evening, and not lie out of the House, without special Leave from the President, Vice-president, Treasurer or Quarterly Committee; and that in such Case, he appoint

another Apothecary, that shall be approved by the Physician or Surgeon to officiate in his Place; and that he observe all these Things on pain of Dismission.

The SECRETARY or REGISTER.

I.

THAT he be present at all General Courts, at the Weekly Board, and at all other Meetings or Committees at the Hours appointed.

II.

That the Secretary, or some Person to be appointed by the Treasurer, do wait upon the Subscribers, within two Months after their Subscriptions become due, with the following Letter, viz.

LONDON INFIRMARY.
Goodman's Fields.

SIR,

THE Charitable Society for relieving poor Manufacturers and Seamen in the Merchants Service, their Wives and Children, and other sick and disabled Persons, at the London Infirmary in Prescot-street Goodman's Fields, to which you are pleased to subscribe, beg Leave to acquaint you, that your last Year's Subscription ended at last, and for the better carrying on so good an Undertaking, they desire the Favour of you to pay your present Year's Subscription to the Bearer hereof, who has the Treasurer's Receipt for the same.

By Order of the Governors,

Secretary.

III.

That he keep the Books, and Accompts, in a methodical manner, and do all such other Business, as is requisite and commonly done by Secretaries, or Registers, at other Hospitals; and that he do not presume to move any thing, or offer his Opinion in any Debate, but by express Leave for that Purpose.

The MATRON.

I.

THAT the Matron do take care of all the Household-Goods and Furniture, according to the Inventory given her, and that she be ready to give an Account thereof when required.

II.

That she keep a Daily Account of the Provisions brought into the House, and the Quantities daily used therein, by Weight and Measure, and that she never suffer any to be carried out.

III.

That she take care of the Keys of the Doors, and that the Gate be always locked from *Michaelmas* to *Ladyday*, at Six in the Evening, and not opened before Eight in the Morning; and locked from *Lady-day* to *Michaelmas* at Nine in the Evening, and not opened before Seven in the Morning, unless ordered otherwise by the President, Vice-president, Treasurer, Chairman of the Quarterly Committee, Physician, or Surgeon, or in case of extraordinary Accidents.

IV.

That she do see that all the Nurses, Servants, and Patients do their Duty, and observe the Rules of the House; and that in case of Misbehaviour, or Neglect, she do acquaint the Committee, or House-visitors therewith.

V.

That the Patients do breakfast at Nine in the Morning in Summer, and Ten in Winter, and dine at Half an Hour after One, and sup at Seven of the Clock in the Evening,

VI.

That the Matron do not go out of the House without Leave of the Chairman of the Quarterly Committee, the House-visitors, Physician or Surgeon; and it being necessary for the Care of the House, that the Apothecary or Matron should be always in the Way, it is ordered that they shall not be both out at the same Time.

VII.

VII.

That she do not receive any Patient into the House without an Order of the Committee, or of a Governor, except in Cases of Accident, and then immediately to acquaint the Physician or Surgeon therewith.

VIII.

That she do not permit any Person to visit the Patients on *Sundays* till Divine Service is over in the Afternoon, and that all Visitants quit the House at Six o'Clock between *Michaelmas* and *Lady-day*, and at Seven o'Clock between *Lady-day* and *Michaelmas*.

NURSES and SERVANTS.

I.

THAT a Pound of Meat, Two Ounces of Butter, and Two Ounces of Cheese, with a proportionable Allowance of Bread and Beer, be allowed every Day to the Matron, Messenger, Nurses, and Watches, and that they dine at half an Hour after Two precisely.

II.

That a Table of Diet, and the Quantities thereof, be hung up in every Ward, for the Information of the Patients, and that the Patients on low Diet, be always served first.

III.

That no Liquors or Provisions of any Sort, be brought into the House to the Patients, from or by their Friends, or any other Way whatever,

IV.

That if any of the Nurses, Servants, or other Persons in the House, shall convey or carry out of the House, any Provisions, or other Things belonging to it, they shall be immediately discharged.

V.

That the Nurses clean their Wards every Day before Seven in the Morning, from the First of *March*, to the First of *October*, and before Nine from the First of *October* to the First of *March*, and that they serve up all the Breakfasts within an Hour after the Wards are cleaned,

VI.

That the Nurses, and other Servants, be diligent in observing the Orders of the Matron, and that they behave with Tenderness towards the Patients, and with Civility and Respect to all Strangers:

The IN-PATIENTS.

I.

THAT no Patient go out of the Infirmary without Leave from the Physician or Surgeon in Writing, signed by them, and that no Patient shall lie out of the Infirmary on any Account whatever, on pain of Expulsion.

II.

That the Patients constantly attend Prayers, and that they do not swear or curse, or give abusive Language, or behave themselves indecently, on pain of Expulsion.

III.

That no Men Patients do go into the Women's Wards, nor the Women into the Men's, without Leave.

IV.

That no Patient presume to play at Cards, Dice, or any other Game, or smoke in the Wards, or elsewhere within the House.

V.

That such Patients, as are able, do assist the Nurses, and other Servants in nursing the Patients, and in such other Manner as the Matron shall think fit, unless otherwise directed by the Physician or Surgeon.

VI.

That no Person discharged for Irregularity, be again admitted to the Charity of this House, upon any Recommendation whatever.

The OUT-PATIENTS.

I.

THAT they attend at or before Eleven of the Clock in the Morning, and if they absent themselves Three Days together, without Leave from the Physician or Surgeon, they shall be discharged.

II.

That they bring Fillets for Bleeding, and Vials, and Gallipots to receive their Medicines.

The MESSENGER or PORTER.

I.

THAT he attend the Gate, and do not suffer any In-patient to go out of the House, till he is satisfied, such Patient has Leave for that Purpose; and that he inform the Matron of every Stranger who shall come into the House.

II.

That whenever he shall be absent, upon the Business of the House, he give Notice to the Matron, that another Person may be appointed to do his Duty, and attend the Gate till his return.

III.

That he carry all the Summons, and attend at all Meetings of Governors, or Committees; and obey all Orders for the Service of the House.

IV.

That he do all such other Business as he shall be directed from Time to Time by the Committee.



F I N I S.